



BETHEL ASSEMBLY OF GOD

VAN BOOKING FORM



Rules and Regulations

Booking:

- 1) **No Booking on Public Holiday.** FM reserves the right to Approve or Reject the Booking.
(However, FM endeavours to respond promptly to this booking.)
- 2) **Minimum 5 passengers including driver.**

Driver Requirements:

- 1) Authorized Driver at least Class 3 License with Minimum of 2 years of driving experience.
All Authorized Drivers have to undergo an orientation.

Vehicle Usage:

- 1) Shuttle Service, Funeral Service, Church Events, Hospital Visitation, Ministry, Region, Office & FM Services.
- 2) Fetching physically impaired person where other means is unavailable.
- 3) Van is available for use from 9 a.m. to 9.30 p.m. and limited to a maximum usage of 5 hours.
- 4) Personal usage is Not permitted.
- 5) Ensure van is cleaned after usage.

Liability:

- 1) The Church shall not be responsible for any damage and loss of belongings, injury, death or accident arising from the use of the van.

Note:

- 1) Pay their own parking charges, ERP charges, and fines, if any, during the period of usage.
- 2) Return van to Church Car Park after usage unless special permission is given.
- 3) Report immediately to FM if the van has abnormalities or met with an accident.
- 4) File Police and/or Incident report immediately, if any.
- 5) Abide by Traffic Rules and Maximum Speed Limit 70 km/h.
- 6) NO Smoking, Eating and Drinking in the Van.
- 7) Failing to comply with all the above RULES AND REGULATIONS, driver will be barred from using the van.
- 8) The Church may, at any time, and at its sole discretion, modify these Rules and Regulations.

Name of Applicant: _____ HP: _____

Signature / Date: _____ Region Or Ministry: _____

Date of Booking: From _____ To _____ Time: From _____ To _____

Purpose: _____

Destination: _____

Authorized Driver's Name: _____ HP: _____

FM Approval: Yes / No Reason for Not Approving: _____

Name: _____ Signature / Date: _____